Navy Voluntary Education (VOLED)

NCPACE
Crew Brief

The content in this briefing is for informational purposes ONLY. Please contact your servicing Navy College Program Office for further instructions on participation in the NCPACE program.

NCPACE Remote Process

- The objective is to leverage technology and continue NCPACE programs where Navy College may not have a presence on an installation.
- Sailors using the Remote Process, as directed by their command, Navy College Office (NCO), or Navy College Program Representative (NCO Rep.), will follow the Sailor Checklist located at the Navy College Program website at http://www.navycollege.navy.mil
  - Go to the "Sailors" tab across the top, then "Paying for School" and finally "NCPACE"

What is NCPACE?

N avy

C ollege

P rogram for

A float

C ollege

E ducation

Why NCPACE?

- NCPACE can play an important role in your voluntary education, either by itself or as a part of another program
- You can complete an entire Associate, Bachelor's, or Master's degree using the NCPACE program

OR

- You can take courses from NCPACE that may transfer into your own program
  - NCPACE schools' accreditation and courses are military-friendly and transfer easily

What Does NCPACE Do?

- NCPACE is a *Method of Delivery* and a *Means of Funding*

- The Navy pays 100% tuition
- There is an obligation: The student is responsible for the cost of books and associated course materials
  - Officers incur a two-year OBLISERV from the completion of courses

- Participation in NCPACE does not affect Tuition Assistance or GI Bill eligibility

Orientation Services

- Command Brief
- Crew Brief(s)
- Navy College Program (NCP)
- Education Counseling
- Education Plan
- Course Registration via NCPACE Contractor
- Command Debrief

NCPACE Delivery Options

Instructor Led (IL)

Distance Learning (DL)

NCPACE Delivery Options

Instructor Led

- College Preparatory
- Associate
  - **48 hours in-seat**
  - usually 8 weeks
- Academic Skills
  - **45 hours in-seat**
  - usually 4 weeks

Courses, location, and hours per class are determined by the command

Distance Learning

- Associate, Bachelor's & Master's
- **90 days**

Longer terms allow Sailors more time to complete self-taught courses

Three calendar months: ex: 9 Jan-9 Apr or 30 July-30 Oct -command chooses the dates-

How is NCPACE Conducted?

Instructor Led

- Traditional Classroom Instruction
- A minimum number of students are required to provide instructor led courses

Distance Learning

- No Internet required
  - Exception: Masters programs
- Textbook
- Student Guide / Syllabus
- CD/DVD or PDA or MP4

Briefs, Counseling & Registration

- You cannot participate in NCPACE unless you have attended an NCPACE Crew Brief
- Counseling must be done by NCP counselor before Official Registration
  - If a course has a prerequisite there are no waivers
  - You must be able to show that you have met prerequisites
  - Placement testing may be required – see NCPACE catalog
- Education Plan on file
- If you do not complete Official Registration you will not be enrolled in the course

How to Get Started

- Review the Navy College Program (NCP) website at the bottom of this slide.
- Review Higher Education Preparation (HEP) course
  - Joint Knowledge Online (JKO) at https://jkodirect.jten.mil
  - Course Number - HEP-JS001
- Topics to discuss with an NCP counselor
  - Transfer and JST credits
  - Degree/subject area
  - Academic Institutions
    - NCPACE Providers
    - SOC DNS
- Develop an Education Plan with an NCP counselor or submit degree plan from your academic institution.

Enrollment

- **For both IL & DL: Pre-register with NCPACE Command Coordinator**

Instructor Led

- ***Official Registration*** with the Instructor the first night of class

Distance Learning

- ***Official Registration*** approximately three weeks prior to start of program
  - with NCPACE contractor or NCPACE Command Coordinator

Books and Materials

Instructor Led

- Paper textbooks are purchased from the instructor the first night of class
- E-books are purchased online

Distance Learning

- Paper textbooks are recommended to be purchased from the NCPACE contractor at Official Registration
- E-books are purchased online

Plan ahead -- payment may be only by Navy Cash Card, money order, or cashier's check if ordering through the contractor – **some materials are NCPACE only**

NCPACE Providers

- Regionally Accredited
- Sailors may earn a degree through NCPACE schools
- Sailors may take courses for transfer to other schools

Course Load

- **Your initial NCPACE DL enrollment is limited to one course**
  - No exceptions
- The maximum NCPACE courses allowed is two courses per term
- Courses may not overlap: DL classes may not be combined with IL classes if it results in three classes being taken simultaneously

- Consider military duties, schedules, and book costs when you decide how many courses to take

Dropping or Withdrawing Classes

It is the STUDENT'S responsibility to follow procedure to drop or withdraw from course(s)

Drop

- **IL:** 3rd class meeting
- **DL:** 30 days from term start
- No Tuition charged
- No school record and no grade

Withdraw

- After Drop period (30 days)
  - Voluntary Withdrawal – Sailor's choice (IL)
  - Involuntary Withdrawal – beyond Sailor's control
- Charged at full tuition to the Government (not the Sailor)
- Results in a school record and a permanent grade

Okay, What Do I Do Now?

- **FIRST**: Be eligible under NAVADMINs 161/07, 105/10 and your command's requirements to participate

- **SECOND**: Ensure the following are documented in your education record -
  1. Attendance at an NCPACE Crew Brief
  2. NCP Individual Counseling
  3. Education Plan
  4. Prerequisites, if required

- **THIRD**: Pre-register with your command

- **FOURTH**: Complete Official Registration & purchase course materials

Every Sailor is a Student!

G

This could be YOU!

For NCPACE, contact:

- Your Command ESO and/or NCPACE Command Coordinator
- Your Navy College Office/Navy College Program Representative

For other Navy College Program services, contact:

- The Virtual Education Center

Thank you for your interest in NCPACE and *best wishes for a successful education experience!*